



Price Agreement Amendment

Page 1 of 1
Printed: 4/28/2006

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

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PANBRO SALES CORPORATION
450 VALLEY STREET
PROVIDENCE RI 02908

STREET SWEEPER REPAIRS

Amendment Date: 04/27/2006
Original Award Date: 05/08/2003
Buyer: HILL, LISA M
Phone #: (401) 222 - 2142 ext. 116
FOB: F.O.B., Destination

Terms: Net 30

Change Order Number

3

Award Number

68M00274819

Effective Period:

05/01/2003 - 08/31/2006

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ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

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ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

Change Order Note: CHANGE ORDER #3

Department				Bid Number	C/O Req #
ADMINISTRATION				MPA-63	B02130
Item	Class-Item	Bid #	Requisition #	Unit	Unit Price
	CHANGE ORDER #3 CHANGE TO P.O. #68M00274819 DATED 05/08/03 CHANGE EFFECTIVE PERIOD: FROM: 5/1/03 - 3/31/06 TO: 5/1/03 - 8/31/06				

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at www.purchasing.state.ri.us.

Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

STATE PURCHASING AGENT/DESIGNEE

ACCOUNTING

DATE RELEASED



Price Agreement Amendment

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Printed: 3/30/2005

STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

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PANBRO SALES CORPORATION
450 VALLEY STREET
PROVIDENCE RI 02908

STREET SWEEPER REPAIRS

Amendment Date: 03/23/2005
Original Award Date: 05/08/2003
Buyer: HARRIS, STEPHEN A
Phone #: (401) 222 - 2142 ext. 127
FOB: F.O.B., Destination

Terms: Net 30

Change Order Number

2

Award Number

68M00274819

Effective Period:

05/01/2003 - 03/31/2006

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ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

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ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

Change Order Note: CHANGE ORDER #2

Department				Bid Number	C/O Req #
ADMINISTRATION				MPA-63	B02130
Item	Class-Item	Bid #	Requisition #	Unit	Unit Price
	CHANGE ORDER #2 CHANGE TO P.O. #68M00274819 DATED 05/08/03 CHANGE EFFECTIVE PERIOD: FROM: 5/1/03 - 4/30/05 TO: 5/1/03 - 3/31/06				

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Price Agreement Amendment

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CAPITOL HILL
PROVIDENCE RI 02908

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PANBRO SALES CORPORATION
450 VALLEY STREET
PROVIDENCE RI 02908

STREET SWEEPER REPAIRS

Amendment Date: 04/28/2004
Original Award Date: 05/08/2003
Buyer: HARRIS, STEPHEN A
Phone #: (401) 222 - 2142 ext. 127
FOB: F.O.B., Destination

Terms: Net 30

Change Order Number

1

Award Number

68M00274819

Effective Period:

05/01/2003 - 04/30/2005

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ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

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ADMINISTRATION
MASTER PRICE AGREEMENT
RELEASE AGAINST RI MPA

Change Order Note: CHANGE ORDER #1

Department				Bid Number	C/O Req #
ADMINISTRATION				MPA-63	B02130
Item	Class-Item	Bid #	Requisition #	Unit	Unit Price
	CHANGE ORDER #1 CHANGE TO PO #68M00274819 DATED 5/8/03. THE EFFECTIVE PERIOD HAS BEEN EXTENDED TO 4/30/05.				

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130
Item		Unit	Unit Price
	<p>5/1/03 - 3/31/04</p> <p>MASTER PRICE AGREEMENT #63</p> <p>THIS IS A NOTICE OF AWARD, NOT AN ORDER. Any quantity reference in the agreement or in the bid preceding it are estimates only and do not represent a commitment on the part of the state to any level of billing activity, other than for quantities or volumes specifically released during the term. No action is to be taken except as specifically authorized, as described herein under AUTHORIZATION AND RELEASE.</p> <p>ENTIRE AGREEMENT - This NOTICE OF AWARD, with all attachments, and any release(s) against it shall be subject to: (1) the specifications, terms and conditions set forth in the Request/Bid Number cited herein, (2) the General Terms and Conditions of Contracts for the State of Rhode Island and (3) all provisions of, and the Rules and Regulations promulgated pursuant to, Title 37, Chapter 2 of the General Laws of the State of Rhode Island. This NOTICE shall constitute the entire agreement between the State of Rhode Island and the Vendor. No assignment of rights or responsibility will be permitted except with the express written permission of the State Purchasing Agent or his designee.</p> <p>CANCELLATION, TERMINATION and EXTENSION - This Price Agreement shall automatically terminate as of the date(s) described under CONTRACT PERIOD unless this Price Agreement is altered by formal amendment by the State Purchasing Agent or his designee upon mutual agreement between the State and the Vendor.</p> <p>AUTHORIZATION AND RELEASE. In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.</p> <p>A Direct Purchase Order (DPO) shall be created by the agency listing the items ordered, using the pricing and format set forth in the Master Blanket. All pricing shall be as described in the Master Blanket and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected in Master Blanket.</p>		

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STATE PURCHASING AGENT/DESIGNEE



Notice of Price Agreement Award

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130
Item		Unit	Unit Price
	<p>AWARDS EXTENDING BEYOND JUNE 30TH ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES.</p> <p>REPORTS - The Vendor agrees to provide the State with quarterly reports describing activity against this Price Agreement. If this is a Master Price Agreement, such reports shall include usage by municipalities, quasi-public agencies, schools, etc. All reports shall contain the following data: (1) Billing volume in dollars and (2) quantity ordered for each line item in the price agreement. When there are no line items in the price agreement, vendor shall report volume by catalog order numbers, with a brief description of each order number.</p> <p>Reports must be submitted to the RI Division of Purchases to the attention of the BUYER named in this notice, identifying the Agreement number and the Reporting Period. Quarterly reports shall be due 45 calendar days after the end of each quarter. Failure to submit required reports shall be considered a breach of the contractor's obligations and may be considered, at the discretion of the State Purchasing Agent, sufficient cause for the termination of the agreement and other outstanding agreements and orders, and possible suspension from participation in additional State procurements.</p>		

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
CAPITOL HILL
PROVIDENCE RI 02908

V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130
Item		Unit	Unit Price
	EVERY PERSON OR BUSINESS ENTITY PROVIDING GOODS OR SERVICES AT A COST OF \$5000 CUMULATED VALUE IS REQUIRED TO FILE AN AFFIDAVIT REGARDING POLITICAL CAMPAIGN CONTRIBUTIONS WITH THE RI STATE BOARD OF ELECTIONS EVEN IF NO REPORTABLE CAMPAIGN CONTRIBUTIONS HAVE BEEN MADE. (RI GENERAL LAW 17-27) FORMS OBTAINED AT BOARD OF ELECTIONS, CAMPAIGN FINANCE DIVISION, 50 BRANCH AVENUE, PROVIDENCE, RI 02904 (401-222-2056) STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only). THIS PURCHASE ORDER IS AWARDED SUBJECT TO EQUAL OPPORTUNITY COMPLIANCE.		
1.0	LABOR RATE- SHOP RATE STRAIGHT-TIME RATE	HR	65.50
2.0	LABOR RATE - SHOP RATE OVERTIME RATE	HR	75.50
3.0	LABOR RATE - ROAD RATE STRAIGHT-TIME RATE	HR	75.50
4.0	LABOR RATE - ROAD RATE OVERTIME RATE	HR	85.50
5.0	SIDE SHOE PLATE WELDMENT - PART #1026544	EA	147.63
6.0	SIDE SHOE PLATE WELDMENT - PART #1026543	EA	147.63

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V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130	
Item		Unit		Unit Price
7.0	TOW BAR WELDMENT - PART #1013477	EA		175.50
8.0	WATER FILTER & SCREEN ASSEMBLY - PART #1014993	EA		95.00
9.0	CLAMP - PART #1006962	EA		17.06
10.0	SHEAR PINS - PART #1027867	EA		6.10
11.0	MAIN BROOM DRIVE SHAFT - PART #1008100	EA		135.00
12.0	SPROCKET - PART #1005412	EA		177.18
13.0	SPROCKET - PART #1021761	EA		121.00
14.0	SPROCKET - PART #1021777	EA		100.87
15.0	WATER FILTER SCREEN - PART #7073962	EA		35.62
16.0	BELT SPLICE KIT - PART #1015801	EA		38.72

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V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130	
Item		Unit		Unit Price
17.0	INPUT SHAFT PIVOT GEAR HOUSING - PART #1006764	EA		518.75
18.0	INPUT SHAFT - PART #1005572	EA		88.90
19.0	BEVEL GEAR - PART #1008668	EA		130.23
20.0	SHAFT - PART #1015256	EA		106.46
21.0	LOWER ROLLER FLANGE BEARING - PART #5009477	EA		98.75
22.0	DIRT SHOE RUNNERS - PART #1006298	EA		37.37
23.0	DIRT SHOE RUNNERS - PART #1035525	EA		24.87
24.0	SHEAR PINS - PART#1006206	EA		7.62
25.0	BUSHING - PART #1011937	EA		100.87
26.0	BUSHING - PART #5006998	EA		25.01

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V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130	
Item			Unit	Unit Price
27.0	SPROCKET - PART #1011934		EA	100.87
28.0	HYDRAULIC PUMP BELTS - PART #5009060		EA	57.05
29.0	BRAKE CYLINDER - PART #1031964		EA	430.23
30.0	CONVEYOR BELTS - PART #1039640		EA	862.62
31.0	HUB - PART #1021767		EA	158.17
32.0	SPROCKET - PART #1010371		EA	34.78
33.0	SPROCKET - PART #1010370		EA	34.78
34.0	CLAM STRIP - PART #1001318		EA	38.58
35.0	CONVEYOR DEFLECTOR - PART #1012971		EA	131.25
36.0	CONVEYOR DEFLECTOR - PART #1012972		EA	131.25

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PROVIDENCE RI 02908

V E N D O R	PANBRO SALES CORPORATION 450 VALLEY STREET PROVIDENCE RI 02908	STREET SWEEPER REPAIRS	
		Award Number 68M00274819	Effective Period: 5/1/03 - 3/31/04

S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130	
Item			Unit	Unit Price
37.0	WHEEL CYLINDER - PART #6063973		EA	196.87
38.0	IDLER SPROCKET - PART #1009872		EA	38.46
39.0	IDLER PULLEY - PART #1009945		EA	89.25
40.0	BAFFLE STRIP - PART #1006193		EA	40.62
41.0	RIVETED ROLLER CHAIN - PART #50		EA	18.42
42.0	RIVETED ROLLER CHAIN - PART #80		EA	101.38
43.0	RIVETED ROLLER CHAIN - PART #100		EA	307.56
44.0	BUBBLE WINDOW - PART #1010913		EA	257.91
45.0	ROLLER BEARINGS - PART #1007461		EA	127.50
46.0	CONVEYOR STRUCTURE WELDMENT - PART #1012970		EA	2,487.50

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S H I P T O	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA	Date: 05/08/2003 Buyer: STEPHEN HARRIS Shipping: F.O.B., Destination Terms: Net 30	I N V O I C E	ADMINISTRATION MASTER PRICE AGREEMENT RELEASE AGAINST RI MPA

Department			Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130	
Item			Unit	Unit Price
47.0	DIRT DEFLECTOR WEIGHTS - PART #1015231		EA	16.25
48.0	TAKE UP BEARING - PART #5009579		EA	118.75
49.0	MAIN BROOM ARM WELDMENT - PART #1008102		EA	129.93
50.0	MAIN BROOM ARM WELDMENT - PART #1009534		EA	236.95
51.0	FIBER RETAINING PLATE - PART #7199001		EA	112.88
52.0	UPPER CONVEYOR ROLLER - PART #1037774		EA	531.56
53.0	LOWER CONVEYOR ROLLER - PART #1042289		EA	371.43
54.0	COMPRESSION CORE ASSEMBLY - PART #0099067		EA	718.75
55.0	MAIN BROOM - PART #6626		EA	325.00
56.0	GUTTER BROOM - PART #P-200		EA	88.50

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Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130
Item		Unit	Unit Price
57.0	<p>UNSPECIFIED PARTS: VENDOR WILL SUPPLY APPLICABLE CATALOG(S), IN TRIPLICATE, TO THE DOT MAINTENANCE DIVISION - EQUIPMENT UNIT UPON AWARD.</p> <p>MANUFACTURER: ELGIN CATALOG #: 0099499 NO DISCOUNT FROM LIST PRICES.</p> <p>WHEN REQUESTED, VENDOR WILL PROVIDE PICK-UP AND DELIVERY SERVICES. THE FOLLOWING ONE-WAY TRANSPORT FEES WILL APPLY:</p> <p>FLAT RATE PICK-UP AND DELIVERY TO (OR FROM) 360 LINCOLN AVENUE, WARWICK, RI 02888 (ONE WAY PRICE) -(EXCLUDING BLOCK ISLAND)</p> <p>NOTE: DURING REQUESTED PICK-UP AND DELIVERY, VENDOR WILL BE SOLELY RESPONSIBLE FOR ALL LIABILITIES INCLUDING BODILY INJURY AND PROPERTY DAMAGE.</p> <p>CONTRACT PERIOD</p> <p>CONTRACTS WILL BE EFFECTIVE FOR A PERIOD OF TWENTY FOUR (24) MONTHS FROM THE DATE OF AWARD, AND MAY BE SUBJECT TO EXTENSIONS UP TO AN ADDITIONAL (24) MONTHS AT THE STATE'S SOLE OPTION, BASED ON A DETERMINATION OF CONTINUED NEED FOR THESE GOODS AND SERVICES, ACCEPTABLE PERFORMANCE BY PARTICIPATING VENDORS AND AVAILABILITY OF FUNDS.</p> <p>INQUIRIES CONCERNING THIS AWARD SHOULD BE DIRECTED AS FOLLOWS:</p> <p>WITH REGARD TO TECHNICAL/OPERATIONAL CONCERNS:</p> <p>ANGELA CAMPARONE DOT/MAINTENANCE DIVISION TELEPHONE: (401) 222-2378</p>	EA	300.00

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Department		Bid Number	Requisition Number
ADMINISTRATION		MPA-63	B02130
Item		Unit	Unit Price
	<p>WITH REGARD TO THE TERMS AND CONDITIONS GOVERNING THIS AWARD, THE EVALUATION OF OFFERS RECEIVED IN RESPONSE TO THE BID, AND/OR ANY AWARDS ARISING OUT OF RESPONSES TO THE BID:</p> <p>STEPHEN HARRIS ADMINISTRATION/DIVISION OF PURCHASES TELEPHONE: (401) 222-2142, EXTENSION 127</p> <p>DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY. PAYMENTS WILL BE AUTHORIZED UPON SUBMISSION OF PROPERLY RENDERED INVOICES TO THE RECEIVING AGENCY. ANY UNUSED BALANCE AT END OF BLANKET PERIOD IS AUTOMATICALLY CANCELLED.</p> <p>VENDOR TELEPHONE #: 401-274-8300 VENDOR FAX #: 401-861-2880</p>		

This Notice of Award/Purchase Order is issued in accordance with the specific requirements described herein and the State's Purchasing Regulations and General Conditions of Purchase, copies of which are available at www.purchasing.state.ri.us. Delivery of goods or services as described herein shall be deemed acceptance of these requirements.

COPY

STATE PURCHASING AGENT/DESIGNEE

TERMS AND CONDITIONS OF PRICING AGREEMENT

SCOPE AND LIMITATIONS - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, "no purchase or contract shall be binding on the state or any agency thereof unless approved by the department [of administration] or made under general regulations which the chief purchasing officer may prescribe." Under State Purchasing Regulation 8.2.1.1.2, "any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state."

PRODUCT ACCEPTANCE - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT

In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.

State Agencies shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.

A Department Purchase Order (DPO) listing the items ordered shall be created by the agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

DELIVERY – If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

PRICING - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

INVOICING – All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

PAYMENT - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller.

HEAVY EQUIPMENT: (22) ELGIN PELICAN SWEEPERS

SCOPE OF WORK

The purpose of this bid is to solicit prices for **labor and parts** from qualified vendors who can meet the State's requirements **for Diagnostic and Repair Services for Elgin Pelican Sweepers**, including Replacement Parts.

DOT Equipment requiring services consists of the Division's fleet of (22) Elgin Pelican Sweepers, which may require service anywhere in the state, except Block Island.

A. DIAGNOSTIC AND REPAIR SERVICES: CONDITIONS AND RESTRICTIONS

- In general, Diagnostic and Repair Services for Sweepers, pick-up and delivery to and from the vendor's facility will be arranged by the State. The State, when unable to supply sufficient manpower to arrange pick-up and delivery, will require vendor-supplied pick-up and delivery services. During vendor-supplied pick-up and delivery, vendor will be solely responsible for all liabilities, including bodily injury and property damage.
- All work is to be conducted at the vendor's place of business. No subcontracting is acceptable. Should extraordinary circumstances warrant the acceptance of subcontracted services, a written request fully disclosing these circumstances is to be forwarded to the Office of Purchases and Assistant Director, DOT Maintenance for written disposition prior to the initiation of any subcontracted work.
- Necessary repair work requires that an itemized labor and parts estimate be provided to the Superintendent of Maintenance at 60 Lincoln Avenue, Warwick, RI. UNDER NO CIRCUMSTANCES is repair work to be initiated without prior acceptance of the estimate by the Superintendent of Maintenance or his/her superiors as evidenced by the issuance of a work order authorization number. The State reserves the right to obtain repair estimates from alternate qualified vendors for any given work order. Any repair work completed without prior approval is the sole responsibility of the vendor; unauthorized invoices will be returned.
- Parts acceptable for use on fleet cited or components thereof are limited to new or rebuilt parts. Used parts are not acceptable. The State may request to inspect any or all replaced parts at any time prior to acceptance of the completed work order.

B. **INVOICE AND PAYMENT TERMS**

- Invoicing for EACH authorized WORK ORDER must be submitted IN FOUR COPIES to:

Superintendent of Maintenance
DOT/Maintenance Division
60 Lincoln Avenue
Warwick, RI 02888

These copies are necessary for:

- 1) DOT Maintenance
- 2) State Fleet (Vendor File)
- 3) State Fleet (Voucher File)
- 4) State Controller

- Each invoice must clearly designate:
 - State-issued Work Order Authorization Number
 - Itemized Charges As Applicable: Labor Hours and Rates for Repairs
Identification and Charge for Each Part
Pick-up/Delivery Fees, Etc.
 - Hours of Service (Time and Date IN and OUT).
 - Vehicle Registration Number, As Applicable
- No Miscellaneous Charges of any kind will be accepted;
this includes:
 - “Supplies”
 - “Mileage”
 - “Disposal Costs”
 - “Freight Charges”, Etc.
 - “Travel Time”, Etc.

All charges are to be reflected in prices offered in Bid Response: Cost Proposal.

- Arrangements for payment will be processed in accord with established Department of Administration-State Fleet Operation procedures. DOT Maintenance Division will forward proper invoice and authorization documents to State Fleet once services rendered under each work order have been inspected for quality and completeness and are satisfactorily accepted.

**INVOICES NOT IN COMPLIANCE WITH ALL STATED TERMS WILL BE
RETURNED FOR RESUBMISSION.**